



JOHN NAIMO
AUDITOR-CONTROLLER

**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
LOS ANGELES, CALIFORNIA 90012-3873
PHONE: (213) 974-8301 FAX: (213) 626-5427

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TO: Supervisor Hilda L. Solis, Chair
Supervisor Mark Ridley-Thomas
Supervisor Sheila Kuehl
Supervisor Don Knabe
Supervisor Michael D. Antonovich

FROM: John Naimo 
Auditor-Controller

SUBJECT: **STIRLING BEHAVIORAL HEALTH INSTITUTE – A DEPARTMENT OF
MENTAL HEALTH SERVICE PROVIDER – PROGRAM REVIEW**

We completed a program review of Stirling Behavioral Health Institute (Stirling or Agency), which included a sample of billings from Fiscal Year (FY) 2014-15. The Department of Mental Health (DMH) contracts with Stirling to provide mental health services, including interviewing Program clients, assessing their mental health needs, and implementing treatment plans.

The purpose of our review was to determine whether Stirling maintained adequate documentation to support their billings, and that the documentation complied with their County contract and other related guidelines. In addition, we evaluated whether Stirling used qualified staff to provide services as required by their County contract.

DMH paid Stirling approximately \$2 million on a cost-reimbursement basis for FY 2014-15. The Agency provides services to residents of the Third Supervisorial District.

Results of Review

Stirling maintained documentation to support the billings reviewed. The Agency completed Assessments, Client Treatment Plans, Progress Notes, and Informed Consent forms in accordance with their County contract and related guidelines. In addition, Stirling's treatment staff had the required qualifications to provide DMH Program services.

Details of our review are attached.

Review of Report

We discussed our report with Stirling and DMH. Stirling is not required to submit a response to this report because there are no findings or recommendations.

We thank Stirling management and staff for their cooperation and assistance during our review. If you have any questions please call me, or your staff may contact Aggie Alonso at (213) 253-0304.

JN:AB:PH:AA:EB:nj

Attachment

c: Sachi A. Hamai, Chief Executive Officer
Robin Kay, Ph.D., Acting Director, Department of Mental Health
Dr. Iraj Broomand, Board President and Executive Director, Stirling
Public Information Office
Audit Committee

**STIRLING BEHAVIORAL HEALTH INSTITUTE
DEPARTMENT OF MENTAL HEALTH
PROGRAM REVIEW
FISCAL YEAR 2014-15**

PROGRAM SERVICES

Objective

Determine whether Stirling Behavioral Health Institute (Stirling or Agency) maintained documentation to support the services billed to the Department of Mental Health (DMH) in accordance with their County contract and related guidelines. In addition, determine whether Stirling completed Assessments, Client Treatment Plans, Progress Notes, and Informed Consent forms in accordance with their County contract and related guidelines.

Verification

We selected 35 (2%) of the 1,692 approved Medi-Cal billings claimed for May and June 2015, which were the most current billings available at the time of our review (January 2016). We reviewed the Assessments, Client Treatment Plans, Progress Notes, and Informed Consent forms in the clients' case files for the selected billings. The 35 billings represent services provided to 15 clients.

Results

Stirling maintained documentation to support the 35 billings reviewed. In addition, the Agency completed the Assessments, Client Treatment Plans, Progress Notes, and Informed Consent forms in accordance with their County contract and related guidelines.

Recommendation

None.

STAFFING QUALIFICATIONS

Objective

Determine whether Stirling's treatment staff had the required qualifications to provide DMH Program services.

Verification

We reviewed the California Board of Behavioral Sciences' website and/or the personnel files for nine (64%) of the 14 treatment staff who provided services to DMH clients during May and June 2015.

Results

Each employee reviewed had the required qualifications to provide DMH Program services.

Recommendation

None.